

**Minutes of the Institutional Members Meeting
Canadian Institute for Nuclear Physics (CINP)
May 8, 2008, 11:30 a.m. CST
Teleconference call**

Present: Garth Huber, Chair (Regina), Charles Gale (McGill), Malcolm Butler (Saint Mary's), Kumar Sharma (Manitoba), Peter Blunden (Manitoba), Paul Garrett (Guelph), Randy Lewis (Regina), Rob Pywell (Saskatchewan), Dave Hornidge (Mount Allison)

1. The agenda was approved as circulated.
2. **Motion** (Pywell/Hornidge): To approve the minutes of the May 31, 2007 meeting of the Institutional Members. CARRIED
3. Declaration of votes held by each proxy
 - Saint Mary's: 5 votes, to be cast by M. Butler
 - Mount Allison: 3 votes, to be cast by D. Hornidge
 - McGill: 5 votes, to be cast by C. Gale
 - Guelph: 5 votes, to be cast by P. Garrett
 - Manitoba: 8 votes, to be cast by K. Sharma and P. Blunden (4 each)
 - Regina: 7 votes, to be cast by R. Lewis
 - Saskatchewan: 3 votes, to be cast by R. Pywell
4. Garth reviewed the activities of the CINP over the past year: including incorporation, charitable status, and the appointment of Chairs for the Scientific Working Groups.
5. A brief discussion was held on the incorporation expenses and institutional membership fees.
6. We have received 3 nominations to the Board of Directors to replace Peter Blunden and Adam Sarty. They are: Roby Austin (Saint Mary's), Jean Barrette (McGill), and Sangyong Jeon (McGill). A vote will be held by electronic ballot, with Garth Huber acting as returning officer. The deadline is 8:00 a.m. Monday, May 12, 2008. Each Institutional Representative must vote for 2 candidates, and the 2 candidates with the highest number of votes will be elected for a 3 year term expiring in 2011.
 - **Addendum:** Roby Austin and Jean Barrette were elected to the Board.
7. At the CAP Annual Congress, there will be meetings on June 8, 2008 with NSERC representatives at 11:30 a.m., and with TRIUMF representatives at 5:00 p.m. to discuss the 5 year plan. The CINP Board of Directors will meet at 7:00 a.m. on June 9, 2008; the DNP meeting is at 12:30 p.m.; and the Annual General Meeting of CINP will be held at 2:15 p.m.
8. The meeting was adjourned.

Agenda:

CINP-ICPN Annual Institutional Members Meeting

May 8, 2008

AGENDA

1. Approval of Agenda
2. Introductions and Confirmation of Votes held by each Representative
3. Update on CINP activities over the past year
 - Non-profit Federal Corporation Application
 - Scientific Working Groups, Acting Chairs
 - Membership Campaign
 - Other Activities
4. Fiscal matters
 - Any outstanding issues regarding the payment of incorporation expenses
 - Likely institutional membership fees for the next year
5. Nominations to the Board of Directors
 - The terms of Peter Blunden and Adam Sarty are due to end, so two Directors need to be elected for 3 year terms.
6. Election
7. Any Other Business
8. Adjournment